

DEFINITIONS

For the purpose of reporting state driver accidents, the following definitions will govern your reporting of accidents by type.

D-1 **A STATE DRIVER ACCIDENT IS ANY OCCURRENCE INVOLVING A MOTOR VEHICLE WHICH RESULTS IN DEATH, INJURY OR PROPERTY DAMAGE, UNLESS SUCH VEHICLE IS PROPERLY PARKED. WHO WAS INJURED, WHAT PROPERTY WAS DAMAGED OR TO WHAT EXTENT, WHERE THE ACCIDENT OCCURRED, OR WHO WAS RESPONSIBLE IS NOT A FACTOR.**

D-2 Damage caused solely by striking birds or by rocks or gravel thrown by vehicles or by getting tar on the vehicle **IS NOT** a motor vehicle accident. If death, injury or property damage results, for example, from hitting a large rock or striking a bird and losing control of the vehicle, the occurrence is a motor vehicle accident.

D-3 “First Action” - All accidents must be classified, based on the first action of your driver.

EXAMPLE A: Your driver loses control, runs off the road and rear ends another vehicle which is properly parked.

This type of accident should be classified as a Solo Accident, #14 (Lost Control); **NOT** as a Collision with Other Vehicle, #3 (Hit Other Vehicle in Rear) or #2 (Lost Control).

EXAMPLE B: Your driver is proceeding down the road in his/her lane. Another vehicle coming towards your driver loses control, crosses the center line of the road and hits your driver head on.

This should be classified as a #5 (While Proceeding Straight) accident.

D-4 “Collision With Other Vehicle” - This category includes all accidents where two or more motor vehicles are involved and neither vehicle is properly parked.

D-5 “Solo Accident” - This category includes all single vehicle accidents and those accidents where driver collides with properly parked vehicles.

D-6 “Properly Parked Motor Vehicle” is one that is completely stopped and parked where it is legal to park such a vehicle or to stop for the purpose of loading or unloading persons or property. Insofar as possible, parking on private property or state controlled facilities shall be governed by the same regulations as apply on public streets and highways. A vehicle stopped in traffic in response to a sign, signal or police signal **IS NOT** considered parked. A vehicle whose door is struck while it is open **IS NOT** properly parked. All properly parked vehicles are to be considered stationary objects.

D-7 “Vehicle” - “A “vehicle” is a device by which any person or property may be propelled, moved, or drawn upon a highway, excepting a device moved exclusively by human power or used exclusively upon stationary rails or tracks.” (Vehicle Code 670)

D-8 “State Owned Vehicles” - Includes all vehicles owned by the State of California. Which state department or state agency is on the registration does not matter. State vehicles may have Diamond E plates, undercover plates, or no plates.

D-9 “Privately Owned Vehicles” - Includes those vehicles usually owned and/or registered to the state employee and the state employee is using the vehicle on official state business. Refer to the State Administrative Manual, “Vehicles-Privately owned” sections. **DO NOT** include rental vehicles, Definition D-10.

- D-10 "Rental Vehicle" - Include all vehicles rented from a commercial vendor, such as Hertz or Thrifty rental car companies. These vehicles are used on official state business. **DO NOT** include state owned vehicles rented from a state garage.
- D-11 "Motorcycle" - For purposes of this report, the term "Motorcycle" includes motorcycles (Vehicle Code 400); motor-driven cycles (Vehicle Code 405); and motorized bicycles (Vehicle Code 406).
- D-12 "Frequency Rate of Accident Experience" is the number of motor vehicle accidents per 1,000,000 miles. It is derived by multiplying the number of accidents by one million and dividing by the mileage. This procedure is expressed by the formula:
- $$\text{Frequency Rate (R)} = \frac{\text{Number of Accidents} \times 1,000,000}{\text{Mileage}}$$
- D-13 "Miles Driven" - These are odometer miles or determined mileage for all vehicles driven on official state business. Some figures will come from state vehicle logs, others will come from travel expense claims, Form 262, and some from state pool car billings.
- D-14 "Preventable Accidents" - Number of accidents preventable by state driver involved. Of all accidents you listed, how many could have been prevented by your driver? Example: Your driver backs into a pole due to inattention. This is preventable.

DEFINITIONS OF ACCIDENT TYPES

Collisions With Other Vehicles

- (1) "Evasive Maneuver" - Your driver, upon noticing an accident in the making, takes evasive action with the hope of avoiding or minimizing the severity of a collision. Although the action was taken, an accident occurred between your driver and another vehicle that is **NOT** properly parked.
- (2) "Lost Control" - Your driver lost control of the vehicle and struck another vehicle which **WAS NOT** properly parked. Include such things as driver fell asleep, skid, or....
- (3) "Hit Other Vehicle in Rear" - Your driver runs into the rear end of another vehicle which **IS NOT** properly parked.
- (4) "Hit From Rear" - Your driver **IS NOT** properly parked and is struck from the rear by another vehicle.
- (5) "While Proceeding Straight" - **DO NOT** include rear end collisions, #3 and #4, in this category. Your driver is in his/her lane proceeding down a road. The road may have natural curves. Your driver strikes or is struck by: (a) vehicle entering his/her lane from streets, driveways, parking places; (b) vehicle on the wrong side of the road driving towards you driver; (c) vehicle which strikes your driver while he/she is stopped at an intersection and your driver is proceeding straight--**NOT** a rear end collision. **DO NOT** include striking a properly parked vehicle.
- (6) "Crossed Into Opposing Lane" - Your driver partially or completely crosses the center line of the road resulting in a head on, a sideswipe, or a collision. Your driver was passing a moving vehicle or stationary object or animal and had control of the vehicle.

- (7) "Changing Lanes" - Include only those accidents which occur on roads which have at least two lanes solely for traffic moving the same direction as your driver. **EXAMPLE: DO NOT** include passing accidents on two or three lane highways. Your driver strikes another vehicle while moving into a different lane. Vehicles must be traveling in the same direction.

These accidents may be due to planned lane changes or poor driving which causes driver to drift into another lane unintentionally. The driver has control of the vehicle.
- (8) "Making a Right Turn" - Your driver strikes or is struck by another vehicle which **IS NOT** properly parked while turning right. **DO NOT** include natural road curves.
- (9) "Making a Left Turn" - Your driver strikes or is struck by another vehicle which **IS NOT** properly parked while turning left. **DO NOT** include natural road curves.
- (10) "Backing" - Your driver is backing and strikes or is struck by another vehicle which **IS NOT** properly parked. NOTE Definition D-6.
- (11) "Mechanical Failures" - Your driver's vehicle has brake failure, the accelerator sticks, a blow out, a fire, or..., which results in a collision with another vehicle that is **NOT** properly parked.
- (12) "Collision With Bicycle" - Any accident where your driver collides with a bicycle.

Solo Accidents

- (13) "Evasive Maneuver" - Your driver had control of the vehicle and chose to have a single car accident rather than striking another moving vehicle, pedestrian, bicycle, train, or....
- (14) "Lost Control" - Your driver lost control of his/her vehicle due to inattention, falling asleep, driving under the influence of drugs or alcohol, poor road surface, weather conditions, or... and **DID NOT** strike a moving or improperly parked vehicle.
- (15) "Collided With Stationary Object" - Your driver struck a properly parked vehicle, pole, tree, rock, or..., and **DID NOT** collide with another moving vehicle. Your driver was **NOT** backing up.
- (16) "Backing" - Your driver strikes a stationary object when backing. **DO NOT** include striking a moving vehicle, pedestrian, bicycle, or train.
- (17) "Run Away Vehicle" - Include only those accidents where your driver **WAS NOT** in the vehicle and the vehicle rolled away colliding with a stationary object, moving vehicle, or.... The vehicle is considered not properly parked and/or secured.
- (18) "Lost Load" - Due to improper loading, while driving the load falls off or shifts causing property damage or injury.
- (19) "Mechanical Failure" - Your driver's vehicle has brake failure, the accelerator sticks, a blow out, fire, or.... Your driver **DOES NOT** collide with another moving vehicle. Your driver **DOES** collide with something causing vehicle damage or injury.
- (20) "Struck or Was Struck by an Animal" - The collision with the animal resulted in human injury or death or property damage. Vehicles and many animals are considered personal property. The accident **DID NOT** result in a collision with a moving vehicle. SEE Definition D-2.
- (21) "Striking A Pedestrian" - The pedestrian accidents listed are self-explanatory.
- (22) These accidents include striking or being struck by a pedestrian or person in a wheelchair.

(23) “Miscellaneous Accidents” - It has been determined that most accidents, if properly analyzed, fall into one of the preceding 23 categories. There are, however, a few types of accidents that will not fit into the categories. Below are several examples of accidents that should be counted as miscellaneous.

1. Your driver, after parking, opens the door to exit the vehicle. The door is hit by a passing vehicle.
2. Your driver’s vehicle is parked improperly and is damaged.
- 3 Vehicles damaged due to improper towing or pushing.